

Lebanon, Connecticut

Water Pollution Control Authority (WPCA)

Request for Bid: Grinder Pump Emergency Services

Overview

The Town of Lebanon seeks qualified bidders to perform emergency services related to the maintenance of the Amston Lake Sanitary Sewerage System within the Town of Lebanon, Connecticut. This bid request includes a request for qualifications and bid pricing for the scope of work provided below.

The initial contract year shall be from July 1, 2016 to June 30, 2017. The Town shall also, at its sole discretion, provide up to two (2) one year extensions beyond the initial one-year contract.

1. The Amston Lake Sanitary Sewerage System is a low pressure sewer (LPS) system installed in 2013. The LPS system uses small diameter (1-1/4 inch to 4-inch) pipes and grinder pumps for each home to manage septic wastewater. Grinder pumps were installed to provide the pressure to pump the wastewater from residences to the in street LPS. The LPS collects wastewater from individual homes and cottages in the Lebanon Amston Lake Sewer District and transports it to the existing sanitary sewer manhole on Deepwood Drive at the Lebanon/Hebron town line. From there, the sewage goes through various gravity pipes and pump stations in Hebron and Colchester eventually discharges to the East Hampton - Colchester Joint Facility located in East Hampton.
2. The town of Lebanon owns the LPS, grinder pumps and alarm panels. Grinder pumps consist of in-ground E-One Corporation Simplex Station Model DH071 grinder pumps connected to an E/One Sentry Alarm panel located on individual residences. Details of the grinder pumps and alarm panels are attached as reference. Bidders are responsible for the independent verification of the accuracy of the attached information.
3. The Amston Lake Sanitary Sewerage System includes approximately 320 individual residences/cottages within the Service Area as shown in the attached drawing. Additional grinder pumps may be installed over the term of this contract that could bring the full scope of this maintenance contract up to 330 units. Bidders shall assume up to 330 units will be present over the term of the contract.

Scope of Work

1. Contractor shall provide 24-hour a day, 7-day a week, 52-week a year response to service calls from residents within the Amston Lake Sanitary Sewerage System.
2. Contractor shall respond verbally within one (1) hour to calls from residents within the Amston Lake Sanitary Sewerage System.
3. Contractor shall respond to requests from residents of the Amston Lake Sanitary Sewerage System as indicated below:

- a. Verbally within one (1) hour to all calls
 - b. Nuisance Alarm/Intermittent Alarm: On-site within 24-hours of initial call
 - c. Constant Alarm: On-site within 8 hours of call
4. Contractor shall diagnose and document each service call in a service log. This log shall include the name of the resident, physical address of the property, time of the service call, results of the problem diagnosis and corrective measure(s) implemented.
5. All repairs to grinder pumps and alarm panels shall be included in the cost of this contract.
6. Repairs shall be made to grinder pumps and alarm panels on-site and shall be completed as expeditiously as possible. Should repairs be unable to be accomplished at the site, a loaner pump or panel shall be installed until such time as the original fixed pump or panel is restored to service.
7. Repairs due to grinder pump owner negligence (excessive grease, vandalism, improper usage/disposal) shall be documented.
8. Contractor shall place a sticker on each Amston Lake Sanitary Sewerage System pump station alarm panel. The sticker shall be water resistant and intended to last at least three years. This sticker shall contain the following information:
 - a. Name and 24-hour phone number of Contractor.
 - b. Alarm instructions
9. Contractor shall provide a grinder pump “Do and Don’t” list once per year. This shall be provided on or about Memorial Day each year of the contract. The contractor shall provide an electronic version of this list to the WPCA for review and approval prior to mailing and the Contractor shall provide an electronic version suitable for posting on the WPCA website.
10. Contractor shall provide a quarterly report to the WPCA on or before the following dates:
 - a. January 1
 - b. April 1
 - c. July 1
 - d. October 1
11. Each quarterly report shall include service logs and itemize and provide sufficient detail for the WPCA on the following elements:
 - a. Date, time and physical location of the service call,
 - b. Nature of the repair or service completed,
 - c. Notes detailing issues encountered such as owner negligence or other factors which may be outside the scope/cost of this contract.
12. WPCA shall be the approving authority for contractor invoices. The WPCA will not approve invoices for payment without receipt of acceptable quarterly reports. Invoices shall be submitted on a quarterly basis.

Qualifications:

Contractors shall provide qualifications in each of the areas listed below:

- Q1. Administration office location and phone number
 - Q2. Years in business related to sewerage grinder pump installation and maintenance
 - Q3. List of clients including name, location, and number of grinder pumps serviced/ maintained and length of contract
 - Q4. Service personnel location in proximity to Lebanon CT
 - Q5. Years of experience of service personnel assigned to Lebanon CT
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Bid Schedule:

Bids shall be fully inclusive of all labor, travel, and other direct costs necessary for execution of the scope of work.

Provide fixed price bid for the period:

Period	Fixed Price
Base Period: July 1, 2016 to June 30, 2017:	
Optional Period 1: July 1, 2017 to June 30, 2018:	
Optional Period 2: July 1, 2018 to June 30, 2019:	

Optional Bid Price – per call:

On-site Service – Unit Price	Remote Diagnosis: Unit Price	On-site Service: Unit Price
Base Period: July 1, 2016 to June 30, 2017:		
Optional period 1: July 1, 2017 to June 30, 2018:		
Optional period 2: July 1, 2018 to June 30, 2019:		